

# HEE Yorkshire and the Humber Foundation Schools

## Guidance – Application Form for a F2 Academic Foundation Placement (YHAF2)

**Year of Placement: August 2018 to July 2019**

**This form should be completed by the Academic F1 trainee and the Academic Clinical Supervisor who wishes to host the trainee for a 4 month academic research placement during the 12 month period August 2018 to July 2019. There will be an approval process for F2 academic placements, and projects will be assessed against standard criteria as agreed by the Foundation School Committees and Board.**

Principles of the F2 Academic Foundation Placement:

- The Yorkshire and Humber Foundation Schools and the Medical School of the University of Sheffield, University of Leeds and Hull York Medical School have created 66 Academic F2 rotations, allowing 66 trainees the opportunity of an academic placement.
- These Academic F2 rotations provide the opportunity for trainees to work alongside senior academics and their research teams to develop their understanding of clinical and basic scientific research. Potential future clinical academic trainees can explore their aptitude for and enjoyment of working in an academic environment. For those who choose to, the post will provide time to obtain preliminary data and prepare for application to the next stage in the academic training pathway, the Academic Clinical Fellowship.
- Each Academic F2 rotation comprises three placements, each of 4 months duration. (2 clinical and 1 academic.)
- Two placements will provide clinical training and deliver Foundation skills within specialist Units at the NHS Trust(s) that are highly research-active. The third 4 month placement will be dedicated to research training or medical education training. This placement, although intended to have no service commitments, will provide opportunities if required, to help those trainees acquire the F2 competencies for successful completion of their F2 training period.
- A portfolio of potential supervisors within the Medical Schools will be made available to the Academic F1 trainees. These trainees will, wherever possible, be offered attachment to Units whose research programme and clinical specialty most closely reflects their own current career aspirations. In the event that a trainee has an ongoing research project within the Medical School or has a prior research interest as an undergraduate, it may also be possible for them to continue with this work during their placement - this is subject to the availability of suitable supervision arrangements and where a “personal” project is being submitted, the application will be looked at carefully to make sure that appropriate competences will be met.
- In addition to being released for Foundation generic training, academic trainees will be offered the opportunity to attend other research training events organised by the Medical School.
- The F2 Academic Trainee will be expected to have completed a literature review, a presentation of his/her research and written up his/her research project within the 4 month academic placement. These three outputs will be formally assessed by their named Academic Clinical Supervisor.
- There is an annual Academic Presentation day, which is mandatory for all F2 Academic trainees. There will be the opportunity for trainees to either give an oral presentation (subject to a selection process) or poster presentation.
- The UKFPO have published a “Rough Guide to the Academic Foundation Programme” and a “Compendium of Academic Competences”. These are available on their website.  
<http://www.foundationprogramme.nhs.uk/pages/academic-programmes>

- NYEC foundation school requires trainees to study a PG Certificate for trainees in a Medical Education placement and to complete a PG Certificate in Health Research and Studies for Research for those in a Research placement. These courses run over the 2 year Academic Foundation programme.
- WY foundation school has no Medical Education posts. All trainees complete a PG Certificate in Health Research and Studies
- SY foundation school trainees in a Research placement complete a PG Certificate in Clinical Research and those in a Medical Education placement complete a PG Certificate in Medical Education.

**IMPORTANT;** In NYEC and WY this is a new process. Listed below are the Academic Placements that were previously available as Programmes in FY2. As these placements are limited, if there are a number of trainees that wish to do the same project, we will ask you to preference the placements in numerical order and you will be allocated by EPM/SJT/interview score.

If you have adequate support to complete a “new” project that is not listed, it will be considered via your application.

If a placement receives more applications than there are places (i.e.>3), student ranking in the application process will be the first criterion used to allocate applicants. You are asked to rank a minimum of 21 posts via the Oriol application programme.

Please note that there are 3 programmes in West Yorkshire that include a 4 month Academic GP placement. These are not included in the application process and can be preferred in the normal way.

## Academic Trainee Placement Matching Timeline

Date	Event
Nov 2016	Interview for academic trainees, Scoring + Ranking
2 August 2017	FY1 start
September 2017	Induction day for Academic trainees (using the NYEC model) to allow <ol style="list-style-type: none"> <li>1) understanding of the process</li> <li>2) Academic supervisors (and or deputies) to meet trainees</li> <li>3) Academic supervisors to present previous projects and planned projects for 2018</li> <li>4) Gain an understanding of the PGCert</li> </ol>
Sept - April	Academic trainees to meet with potential supervisors and agree applications using the application form
September 2017	SY Clinical Academic Society “An introduction to Academic Medicine “ evening – Sheffield University
October 2017	Academy of Medical Sciences ‘Developing a Career in Research’ meeting in Leeds
November 2017	WY FS Academic Careers Event
1 <sup>st</sup> April	Deadline for submission for Placement application form
April	Allocation meeting
31 April 2018	Confirmation of FY2 Placement from Foundation School
May-June	Meetings with trainees and Academic supervisors

## 4 month Placements Available in NYEC

Academic Research Cardiology	3	Hull
Academic Research Emergency Medicine	3	Hull
Academic Research Medical Oncology	1	Hull
Academic Research Respiratory Medicine	3	Hull
Academic Research General Surgery	2	Hull
Academic Medical Education	3	Hull
Academic Research HIV/GUM	3	York
Academic Research General Practice	3	Scarborough/York
Academic Research General Psychiatry	3	Scarborough/York

## 4 month Placements Available in WYFS

Academic Research Histopathology	3	Leeds
Academic Research General Psychiatry	3	Leeds
Academic Research Medical Oncology	3	Leeds
Academic Research Vascular Surgery	3	Leeds
Academic Research Colonic Surgery	3	Leeds
Academic Research Gastroenterology	3	Leeds
Academic Research General Practice	3	Leeds – within the 2 year linked programme

## 4 month Placements Available in SYFS

Academic posts in SY are less prescriptive, as they have been using this process for a while. Further information about example posts are available on our website:

[http://www.yorksandhumberdeanery.nhs.uk/foundation\\_sy/syfs\\_academic\\_posts/](http://www.yorksandhumberdeanery.nhs.uk/foundation_sy/syfs_academic_posts/)

Academic Research	9	Sheffield
Academic Medical Education	12	Sheffield

## Instructions for Submitting the Application Form

<b>Deadline for Submission of Form:</b>	<b>1<sup>st</sup> April 2018</b>
<b>Submission of Completed Application Form:</b>	x 1 Hard Copy signed by the Academic Clinical Supervisor to be returned to:  <a href="mailto:foundation@yh.hee.nhs.uk">foundation@yh.hee.nhs.uk</a>
<b>Approval confirmation:</b>	<b>30<sup>th</sup> April 2018</b>

Application Form for Yorkshire & Humber Foundation Schools F2 Academic Foundation Placement

# Form YHAF2

The deadline for submitting this application form is 1<sup>st</sup> April 2018

The form should not be extended beyond 2 sides of A4.

<b>Academic Clinical Supervisor(s) For F2 Academic Placement:</b>							
<b>Nominated Foundation Programme Director:</b>							
<b>Academic Trainee</b>							
<b>Academic Unit or Group:</b>							
<b>E-mail:</b>				<b>Tel:</b>			
<b>Address:</b>							
<b>Website:</b>							
<b>Title of Project for the F2 Academic Placement:</b>							
<b>Where will the Project for the F2 Academic Placement be Based?</b>							
<b>Description of the Academic Project for the F2 Academic Placement:</b>							
<b>Background</b>							
<b>Please outline arrangements for the project with particular reference to:</b>							
<b>Funding:</b>							
<b>Ethical approval:</b>							
<b>Project Aims and Methodologies:</b>							
<b>Description of Training the F2 Academic Trainee Will Receive and Access to Research Facilities:</b>							
<b>References (Only Include Top 5):</b>							
<b>Outline of the F2 Academic Placement Project Plan (including literature review, presentation and writing up and assessment of the placement):</b>							
<b>Month 1:</b>							
<b>Month 2:</b>							
<b>Month 3:</b>							
<b>Month 4:</b>							
<b>To be completed by the Medical School and Foundation School:</b>							
<b>Academic Clinical Supervisor for F2 Academic Placement</b>							
<b>Name:</b>		<b>Signature:</b>		<b>Date:</b>			
<b>Foundation Training Programme Director</b>							
<b>Name:</b>		<b>Signature:</b>		<b>Date:</b>			
<b>Deputy Foundation School Director</b>							
<b>Name:</b>		<b>Signature:</b>		<b>Date:</b>			